

Board of Selectmen

**Town of Upton**



**Massachusetts**

**BOARD OF SELECTMEN**

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**TOWN MANAGER**

**Blythe C. Robinson**

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Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: March 22, 2013  
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 71,969.75
- Expense Warrant: \$ 45,139.97

For Your Information/Follow Up:

- CMRPC staff came out to visit this week to perform information gathering as part of the development of a state-wide evacuation plan. Police, fire, DPW and Board of Health participated to discuss evacuation routes, shelters, local resources, traffic patterns and several other topics. I felt we were well prepared for this as we've been discussing such issues as part of the public safety subcommittee for several months.
- Please join me in congratulating Steve Johnson for passing the 2<sup>nd</sup> of his required exams to be a certified assistant building official. These tests have become much more difficult as they are based on the newest version of the international building code. Steve has worked hard studying for these while at the same time carrying on his regular duties for the Town. We're very pleased with his success!!
- As you know CMRPC is also in the process of studying one of our primary development areas. We also met to review the commercial industrial zone that is along Route 140 from about Wood Street to the Hopedale line. They will be gathering data and performing analysis on the opportunities that this area may hold for future development, as well as the issues that would need to be addressed to realize development (utility access, natural resources, etc). This is being done at no cost to the Town.
- There were two site visits held this week for contractors interested in bidding on the Town Hall renovation project. Between the two visits we had good attendance, especially by sub-contractors who will bid on the various divisions of work. Over 40 companies have pulled plans for the project, so we are encouraged that there will be competition among bidders for the project. Filed sub bids are due next Wednesday the 27<sup>th</sup>, and the full bids are due on April 9<sup>th</sup>.
- The police station exterior renovations are out to bid with a site walk through on March 28<sup>th</sup>. Bids for this project are due on April 11<sup>th</sup>.

I have been asked by the Mass. Manager's Association to join a subcommittee called the form of government committee. The committee focuses on providing resources to communities thinking about changing their form of government. Being the first Town Manager in Upton and experiencing that change combined with my familiarity with other forms of government means I think I can be helpful for others who may be considering it.

- The Council on Aging is holding a health fair next week for interested seniors on Wednesday from 12:00 – 2:00 PM. The Board of Health is joining in this endeavor as well. This is the first one that has been held and we are hoping it is a success that can be built on for future events.